



Wasatch County

Planning Department
55 S 500 East Heber City, UT 84032
(435) 657-3205
planning@wasatch.utah.gov

Application #:	
Zone:	
Tax ID Number:	
Date Received:	
Received By:	
Reviewed By:	
Date Completed:	

Application for Large Public Assembly – Title 16-7.06.05

Application Fee: \$150.00+ Costs (Costs include any Engineering Review expenses and legal noticing)

Note: Applicant must check off each item and provide the attached checklist with the application or it will not be processed.

Applicant

Full Name:			Date:	
Last	First	M.I.		
Address:				
Street Address			Apartment/Unit #	
City			State	ZIP Code
Phone:	E-mail Address:			

Authorized Representative (if other than above owner) to Whom All Correspondence Is To Be Sent

Full Name:				
Last	First	M.I.		
Address:				
Street Address			Apartment/Unit #	
City			State	ZIP Code
Phone:	E-mail Address:			

Proposed Event

Proposed Event Location

Street Address		City	
Parcel Number(s)	Section(s)	Township(s)	Range(s)

The below checklist must be included with your application with all items checked off as complete or your application will not be processed.

Wasatch County Large Public Assembly Permit

Large Public Assembly

The application for Large Public Assembly is to regulate the assembly of large numbers of people, where the assembly's impact upon the health, sanitary, fire police, transportation and utility services exceeds those services regularly provided in the County, in order that the health, safety and welfare of all persons in the County, residents and visitors alike, may be protected from conditions which create disturbances, become nuisances, menace life, health, and property, disrupt traffic, and create or threaten tangible public or private mischief. It is not the intent of the County to regulate in any manner the content of speech or infringe upon the right to assemble, except for the time, place and manner of speech and assembly.

Event or Purpose of Assembly: _____

Event Description: _____

Total number of days and/or hours during which the assembly is to last: _____

Maximum number of people permitted to attend: _____

Maximum number of people permitted overnight, if any: _____

Maximum number of tickets sold, if any: _____

Prior Event Approvals: (list any prior County approval/permits issued for the above event): _____

Application Requirements (If not applicable, please include an explanation)

- ☐ Certified copy of Articles of Incorporation if applicant is a corporation.
- ☐ Written proof that the person submitting the application has authority from the said corporation to submit.
- ☐ Proof of ownership of all property upon which the assembly is to be held or a statement made upon oath or affirmation by the recorded owner(s) of all such property that the applicant has permission to use such property for an assembly of one thousand (1000) or more.
- ☐ Plan by which the applicant shall comply with all conditions imposed by the Wasatch County Health Department.
- ☐ Public safety plan for the assembly, which will show how the applicant will provide, law enforcement, emergency medical, and fire suppression also include a list of names, addresses, and certification of persons providing these services.
- ☐ Plan for the applicant to limit the maximum number of people permitted to assemble.
- ☐ The plan for fencing the location for the assembly and the gates contained in such fence or otherwise restricting entrance to the assembly.
- ☐ Plan for providing access and facilities to physically disabled persons.
- ☐ Plan for parking, traffic control, mitigation, and management.
- ☐ Plan for maintaining the security and safety of the assembly grounds, including the names, addresses, and credentials of all security personnel.
- ☐ Plan, if any, to illuminate the location of the assembly including the source and amount of power and the location of lamps.
- ☐ Plan for telephone service including the sources, number and location of telephones.
- ☐ Plan for not unreasonably disturbing or interrupting the peaceful enjoyment of the surrounding properties.
- ☐ A signed statement from the Events Coordinator that the aforementioned plans of the applicant meet all the requirements of the ordinance.
- ☐ A copy of the insurance policies obtained by the applicant as required by the ordinance.
- ☐ Plan for satisfying any other conditions of license approval imposed by the County Commission.
- ☐ Non-refundable fee in cash of \$300.00 each day for an assembly over one thousand (1000) people.
- ☐ Plan for cleaning the site after the event.

- ☐ An accurate list of the names and addresses of all property owners of current record within 1000 feet of the property, including your own. (Available in the Wasatch County Records Office)
- ☐ Unsealed, stamped envelope addressed to each property owner of current record within 1000 feet of the property, including your own.
- ☐ Payment of required fees.

Please Read And Sign Before Application Submittal

I declare under penalty of perjury that I am the owner or authorized agent of the property subject to this request and the foregoing statements, answers and attached documents are true and correct. I also certify that I have fully completed the application and provided all of the above listed items other than those specifically deemed not necessary by the Planning Department. As the applicant for this proposal, I understand that applications will be reviewed for completeness by planning department staff. If complete, the application will be vested under laws and ordinances in place at the time the application was submitted. Incomplete applications will be returned to the applicant. I further understand I will be notified when my application has been deemed complete. At that time, I expect that my application will be processed within a reasonable time, considering the work load of the Planning Department.

Signature of
Owner/ Agent: _____ Date: _____

IMPORTANT:

Your application cannot be processed until determined complete by the Planning Staff. An application shall be considered complete when all applicable fees (such as: Special Service District, fire, out-of-pocket expenses, etc.) are paid and all items listed on the application and included checklist are provided or considered not applicable by the Planning Office. All application fees are non-refundable.